

# **JOINT CITY-COUNTY AIRPORT BOARD**

## **Minutes of Meeting**

**Monday, April 12, 2010 at 10:00 a.m.**

**Stillwater County Annex Planning Department**

**809 E 4th Avenue N, Suite C**

**MEMBERS PRESENT:** Waymoth "Fitz" Fitzgerald, Roger Johnston, and Willard Moore.

**MEMBERS NOT PRESENT:** Alan Drain (Chairman) and Joe Morse (Vice-Chairman)

**OTHERS:** Maureen Davey, BOCC Representative and Gary Woltermann, Columbus Mayor

**GUESTS:** Travis Eickman; Morrison-Maierle.

**STAFF:** Forrest Mandeville and Marissa Plumb.

**I. CALL TO ORDER:** Due to the absence of both the Chairman and Vice-Chairman, the immediate past Chairman, Fitz, called the meeting order at 10:00 a.m..

**II. MINUTES OF LAST MEETING:** Roger made the motion that the minutes from the March 8, 2010 meeting be approved. Willard seconded; with all in favor, motion carried.

**III. NEW BUSINESS:**

**There is no new business to be discussed at this time.**

**IV. UNFINISHED BUSINESS:**

**A) Pavement Maintenance.** Travis reported that the first part of the FAA's grant is available for the airport to start using. Second disbursement of grant funding will be applied for after the bids are closed for the pavement maintenance and the snow plow. There are a few large cracks on the taxiway that will need more attention than typical crack sealing. Travis informed the Board that he has had other airports use a crack surfacing material (also called gap sealing) and it has worked very well for repairing the larger cracks at those airports. Refer to the attached pictures to view the large cracks on the taxiway. The cost to gap seal is about \$125.00 per cubic foot, which is considerably more than standard crack sealing. The cost of the gap sealing can be added to each bid at the bid opening on May 3, 2010. Maureen asked Travis if the larger cracks were the same cracks that were sealed last year. Travis replied they were. Maureen was concerned that there may be a bigger problem under the asphalt and that is why it keeps cracking. Travis informed the Board that the asphalt that was originally used is brittle and that is why these cracks are reforming, but that he believes the base material is fine. Roger asked how long the taxi way will be closed for these repairs. Travis said it should only be one day but worst case scenario the taxi way would be closed for two days. The bids for the pavement maintenance need to be advertised for two weeks in the Stillwater County News, so Travis will get the notice into the paper today to be published April 15 and again on April 22. The bids will close on May 3, 2010. The BOCC will open the bids with Travis at that date and time and approve the bid contingent on Morrison-Maierle's approval. The Town will get a report of the bids from the

Mayor at the Town Council meeting that night. The Airport Planning Board will see the bids at their regularly scheduled meeting on May, 10, 2010. This fits the FAA's due date of May 17, 2010 for the bid to be accepted. Travis will have a pre-bid walk through at the airport on Tuesday, April 27 at 10 a.m.. Board members are invited to attend but it is not required.

**B) Snow Plow.** Travis will include the bid for the snow plow in with the notice for the pavement maintenance bid on April 15 and April 22 in the Stillwater County News. The specifications added to the bid, decided upon by the Board today, included the larger horsepower engine, larger vent system that does include air conditioning, super single tires, "Columbus Airport Maintenance" printed on the side door, an Icom radio with a headset but no push to talk button, and one extra cutting edge for the plow. Travis also submitted a Signature/Action Items List to the Town and to the BOCC so they have a timeline for all documents needing to be signed for the 2010 projects. See attached for a detailed list.

**C) SRE Building.** A SRE building will not be included in the 2010 projects. It will be addressed for possible funding with the 2011 projects. Before a SRE building can be built the airport needs to acquire land to build it on. Land acquisition will be discussed at a future meeting.

**V. MANAGER'S REPORT:** Allen was not present to give the manager's report.

**VI. FINANCE REPORT:** Joe was not present to give the financial report. Mayor Woltermann asked to be reimbursed for the reflectors he purchased. Roger made a motion to reimburse Gary for the reflectors that he purchased costing \$282.00. Willard seconded; with all in favor, motion carried.

**VII. OTHER:**

**A) Fence Update.** Travis asked the Board for comments and/or concerns regarding the two gates and if there have been any reports of deer getting into the airport grounds. Gary noted that the gate on the west end doesn't seem to be closing at 7 p.m.. Travis said he will check the opening and closing mechanism and timer on the gate, and if he is unable to fix it then he will call the manufacturer in Billings to resolve the issue. Gary also mentioned that one of the neighbors to the airport has seen deer inside the fence, but no Board members have seen any deer inside the fence within the last month. Travis stated that deer can jump the cattle guards (16 ft) if they are really motivated to do so. Travis will also check around the airport for signs of deer getting in.

**B) Cable Tie Downs.** Roger mentioned that tie downs may be needed in the west corner of the airport where people have been parking their airplanes. This item will be put on next month's agenda and discussed further at that time.

**VIII. ADJOURN MEETING:** With no more business to discuss, Fitz adjourned the meeting at 10:53 a.m..

Next Airport Board meeting is Monday, May 10, 2010 at 10 a.m. at the Stillwater County Annex Planning Department office.

Marissa Plumb  
Administrative Assistant